

## MAINTENANCE MECHANIC

**DISTINGUISHING FEATURES OF THE CLASS:** The work involves responsibility for performing a variety of mechanical and other building maintenance, repair and construction related tasks. Although a working knowledge of one or more trades is necessary, a Maintenance Mechanic does not normally utilize the more skilled journeyman techniques for any considerable portion of their time. General instructions are received and work is performed under immediate or general supervision depending upon the nature of the tasks. The incumbent does related work as required.

*Note: In compliance with OSHA, this position has a potential risk of exposure to bloodborne pathogens (blood/body fluids).*

### TYPICAL WORK ACTIVITIES: (Illustrative only)

Performs semi-skilled work in masonry, carpentry, electrical or painting operations;  
Performs preventative maintenance on a variety of mechanical equipment;  
Helps to install and repair wiring systems and electrical fixtures and equipment;  
Repairs windows, doors, floors, walls and other parts of buildings;  
Helps to install and repair general plumbing equipment such as sinks, toilets and baths;  
Assists in cleaning and repairing boilers, pumps, heaters, pipe lines, valves and traps, including work associated with LP gas boilers, tanks, pipe lines and associated hardware;  
Takes part in general grounds maintenance activities;  
Serves as general worker performing a variety of basic tasks;  
May keep simple records and reports of maintenance performed and materials received and used;  
May monitor and record energy conservation equipment readings and note irregularities;  
May, on occasion, perform housekeeping and cleaning tasks.

### FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:

Good knowledge of modern buildings and grounds maintenance and repair practices; knowledge of safety precautions and practices associated with maintenance work; knowledge of the practices and techniques of one or more of the standard trades; mechanical aptitude; manual dexterity; industry; ability to understand and follow instructions; physical condition commensurate with the demands of the position.

### MINIMUM QUALIFICATIONS:

- (a) Graduation from high school or possession of a high school equivalency diploma and two years of experience in either general building construction, maintenance or repair work in one or more of the standard trades, such as carpentry, plumbing, electrical or masonry work.
- (b) Three years of experience in either general building construction, maintenance or repair work in one or more of the standard trades, such as carpentry, plumbing, electrical or masonry work; or
- (c) An equivalent combination of training and experience as defined by the limits of (a) and (b).

### SPECIAL REQUIREMENTS FOR ACCEPTANCE OF APPLICATION:

Possession of appropriate class New York State Motor Vehicle Operator's License at time of appointment.